



## Grant Agreement Checklist

Hello Grant Manager,

This email serves as your Grant Agreement Checklist for the grant recently awarded under your purview. Please click the "Open Update Form" blue button, and provide progress updates below as they are complete. NOTE: Do not wait until all tasks are complete to submit this form. You will receive a weekly request to update this information. Weekly emails will stop when you've indicated the agreement has been signed and uploaded through this form.

Please review AMOP 11.03 Competitive Grant Agreement Review & Approval. The policy outlines the responsibility of the department to review the grant agreement for manageable risk and reach out of the Office of the Comptroller, Budget Office, Office of Corporation Counsel, and/or Risk Management Division if consultation is needed.

Please reach out to GSP@milwaukeecountywi.gov if you have any questions or need additional support.

Thank you!  
Project Management Office (PMO)

Submit Update

Funder

Analyst Assigned

MC Main Contact

Total amount awarded to Milwaukee County

When is the signed grant agreement due?

Department review completed

☐

Date that departmental review was completed

Was OCC review requested by department?

If requested, OCC review is complete

Was Risk Management Division review requested?

If requested, Risk Management review is complete

The grant agreement review process led to:

The grant agreement has been signed by all parties

I uploaded the signed grant agreement to this form

☐

Attachments

Upload Files

Comments

☐ Send me a copy of my responses